

Conference Bulletin

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No. 1

LOOKING BACK AT

ATLANTIC CITY

PRESSING ON TO
SAN FRANCISCO

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THE CONFERENCE BULLETIN
of the
National Conference of Social Work
22 West Gay St., Columbus 15, Ohio

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What Makes A Good Meeting?

Have you been to a meeting lately? How was it—good, fair or so-so? We feel that everyone should ask this question, since we must use meetings and conferences to discharge our obligations and increase our effectiveness and because over 50,000 individuals will attend national and state meetings in our field in 1954. We all pay lip service to the notion, as old as that of democracy, that a group, as a group, has greater wisdom than an individual. And yet, this doesn't just happen; unless—well, we're not so sure.

The Conference has been asking the "man in the seat", the \$64, question, "What makes a Good Meeting?" and we will be reporting the results to you in the Bulletin. Our new Common Service Committee on *Planning Meetings in Social Welfare* will present meetings for the first time at our San Francisco Annual Forum. There are a few preliminaries you must hurdle, however, before you enter the main arena.

First: *What is the major purpose of the meeting?*

Meetings are usually held for one or more of the following major purposes:

- To influence the participants,
- To achieve the solution of some problem,
- To reach decisions which will be binding upon the participants as individuals or on the organizations they represent,
- To create technical reports, a plan of action etc.
- to negotiate agreements.

Second: *Why did you attend?*

You may attend meetings for a variety of reasons which may include such things as

- To continue your professional or technical education;
- To see and hear a particular speaker—for example a colorful or controversial figure, an outstanding leader, a gifted orator;
- To hear a controversial issue discussed, so that you can check your attitudes and make some analysis of the pro's and con's;
- To report back to your agency;

- To satisfy certain psychological needs, such as being present among people who think as you do;
- To be seen at such functions, it makes you feel good;
- To get specific help or answers to problems you are facing on your job;
- To get some background or knowledge about a field which is not your specialty but which you consider important;
- To receive inspiration or a "lift";
- To contribute your experience and knowledge.

Third: *What criteria are you going to use?*

We know that meetings succeed or fail on certain problems of organization, leadership, preparation, agenda or content planning, and personal relationships, and the conduct of meetings. The structural features are important as well. These include the number and frequency of sessions, duration of the meeting or conference, the stability of attendance, the physical arrangements and the degree and the type of the subject matter. Perhaps, you have never considered these factors consciously, but your past judgments have no doubt been influenced by them.

In conclusion, may we suggest that you make a very simple evaluation of the next meeting you attend and pass your judgments on the following questions to the planners for their future use:

- What did you think were the weaknesses?
- What did you think were the strong points?
- What improvements would you suggest?

If you do this you will help to improve the next meeting.
J. R. H.

Conference Calendar

- | | |
|---------------|--|
| Oct. 8 & 9 | — Program Committee — New York City |
| Oct. 11 | — Program Representatives of Associate Groups — New York City |
| Oct. 25 | — Committee on Staff Personnel — Columbus |
| Nov. 12 & 13 | — Executive Committee — Columbus |
| Dec. 1 | — Non-Governmental Organizations in Social Welfare (Program of ICSW in Munich) — New York City |
| Jan. 7 & 8 | — Program Committee — New York City |
| Jan. 10 | — Program Representatives of Associate Groups — New York City |
| Feb. 11 & 12 | — (Tentative) Steering Committee of Committee on Nominations — Columbus |
| Mar. 29 | — NCSW Officers — New York City |
| May 29-June 3 | — Annual Forum — San Francisco |
| Aug. | — ICSW Executive Committee — Athens, Greece |

ASSOCIATE GROUPS — HEADQUARTERS HOTELS — SAN FRANCISCO

Advisory Committee on Citizen Participation of
Community Chests and Councils of America
and the National Social Welfare Assembly..... Palace
American Association of Group Workers..... Whitcomb
American Association of Medical Social Workers..... Palace
American Association of Psychiatric Social
Workers..... St. Francis
American Association of Social Workers..... St. Francis
American Cancer Society..... Clift
American National Red Cross..... Palace
American Public Welfare Association..... St. Francis
Association for the Study of Community Organization Palace
Child Welfare League..... St. Francis
Church Conference of Social Work..... St. Francis Drake
Community Chests and Councils of America, Inc. Palace
Committee on Social Service Exchange,
Community Chests and Councils of America Palace
Council on Social Work Education..... Whitcomb
Episcopal Service for Youth..... St. Francis Drake

Family Service Association of America..... Clift
Florence Crittenton Homes Association..... St. Francis Drake
National Association of Training Schools and
Juvenile Agencies..... Bellevue
National C.I.O. Community Services Committee St. Francis
National Committee on the Social Aspects of Epilepsy Palace
National Council Protestant Episcopal Church,
Department Christian Social Relations St. Francis Drake
National Federation of Settlements and
Neighborhood Centers..... Whitcomb
National Society for Crippled Children and
Adults, Inc. Richelieu
National Travelers Aid Association..... Bellevue
Planned Parenthood Federation of America St. Francis
The Salvation Army..... Bellevue
The Volunteers of America..... Whitcomb
United Service for New Americans..... Mark Hopkins
Young Womens Christian Association of the
U.S.A., National Board..... Californian

**Association Press Announces
Award**

An announcement of interest to members of NCSW and particularly to speakers at the Annual Forum was made recently by Association Press. An award will be given to the most wideful useful manuscript dealing with any aspects of professional or volunteer service in social work, group work, community organization, human relations, etc. The manuscript must be at least 150 pages in length and must be submitted by June 1, 1955. The award is \$1500.00, \$500 outright and \$1000.00 advance on royalty contract. Instructions for the preparation of manuscripts may be secured from Association Press, 291 Broadway, New York 7, N. Y.

**Steering Committee Needs
Suggestions for Nominations**

The Steering Committee of the Committee on Nominations will meet in Columbus early in February to consider candidates for the slate of officers and committee chairmen to be prepared by the Committee on Nominations at their spring meeting for election in 1956. Competitive slates will be prepared on a larger number of positions to be filled, so a larger number of names is necessary. All Conference members are urged to send to the Conference Office names of qualified persons with information about their qualifications. The more information the committee has, the better will be their recommendations to the full committee, and the better qualified officers you will have. Special forms for submitting names may be secured from the Conference Office, 22 West Gay Street.

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**Regional Institute in
Colorado Springs**

The Colorado institute on Improving Your Community was held Oct. 12 and 13 and was attended by 400 persons from five states. It was planned as an integral part of the annual meeting of the Colorado conference which assumed full responsibility for local arrangements, regional consultants, discussion leaders and the four projects presented in section meetings. The sections were on establishment of child guidance clinics, services for the aging, protective services for children and development of community recreation projects. There was enthusiastic response from those in attendance who agreed that the program and its contribution to the promotion of social welfare were significant.

Employment Clearing House Service

The United States Employment Service has indicated that it and its affiliated state employment services will provide an employment clearing house service at the Annual Forum in San Francisco next year. Following are excerpts from a report on the service in Atlantic City presented by Eleanor Magnusson to the Committee on Personnel of the National Social Welfare Assembly.

Nineteen hundred and fifty-four was the second year in which through the cooperation of the National Social Welfare Assembly Committee on Personnel, Social Work Vocational Bureau, National Conference of Social Work, United States Employment Service and its affiliated state employment services, a clearing house service was rendered for those employers looking for staff and those applicants looking for positions who planned to attend the National Conference of Social Work Annual Forum at Atlantic City. New Jersey State Employment Service took major responsibility for the service.

Experience in the past two years indicates clearly that those persons registering in advance at their local public employment service office receive better service than those who wait to register at the booth at the NCSW. Each job applicant was interviewed at least once and given referrals to job opportunities which were acceptable to him. He then had the responsibility to communicate directly with the employer who had indicated his availability at certain designated times.

The statistical results of the service reveal some interesting facts. 363 orders comprising about 750 vacancies were placed at local offices prior to the April deadline. At the convention 275 orders, comprising 733 job vacancies or 80% of the prior orders, were activated. At the booth 279 orders for 361 job vacancies were filed. Thus there was a total of 1094 job openings filed. The applicants filing in advance were 135 of which 101 or 75% were activated. 259 were filed at the booth. Of these 362, 179 were men and 183 women. More men filed in advance than women. All 362 had personal interviews in Atlantic City to discuss specific job openings. 82 persons (35 men and 47 women) declined referral to any job, reasons being restrictions as to location, salary, etc. 280 accepted 1199 referrals, averaging 4.3 per person. To make these referrals there were 532 interviews given the 362 applicants, about half having two interviews.

After the Annual Forum each employer's order was returned to the local public employment service office with the names and addresses of job applicants who had accepted referral to him. The local public employment service will give this information to the employers so that in the event that the employer and applicant did not get together at Atlantic City, and the vacancy still exists, the employer can communicate directly with the applicant.

The final figures on placement made as a result of the USES booth will not be known for some time, until the employer returns to public employment service the referral form with notation as to whether the referral became a placement.

International Good-Will Project in Social Welfare

Members of the Conference will be interested in knowing about a project undertaken by a group of American and Canadian social workers in an effort to further international understanding and knowledge of social welfare.

At the time of the Sixth International Conference of Social Work, which was held in Madras, India late in 1952, the U. S. Committee of the Conference and ASSIST sponsored a study tour of six weeks. Some seventy Americans and Canadians were members of the group, which spent three weeks traveling in Pakistan and India, followed by attendance at the Conference and ten days in Israel and Jordan. At the conclusion of the trip the group members felt they would like to do something for the social workers in the countries they had visited that would in a small way repay them for the hospitality extended to the group wherever it went.

Since the largest amount of time had been spent in India, it was decided to set up a one-year scholarship fund, to be known as the Evelyn Hersey Scholarship, for the use of an Indian student in an Indian School of Social Work. The fund was turned over to the Indian Conference of Social Work to be administered.

Additional funds were collected for sending books on social work and related fields to the other countries visited. The books were in most cases shipped free of charge by the United States Book Exchange, so that the only charge on the contributed funds was for packing the books and sending them to Washington. The National Conference of Social Work turned over several sets of Proceedings to the project, and several members of the study tour group contributed books as well as money.

The books for Israel were sent to the library of Berl Katznelson Institute, a center for youth and adult education, where the study tour members stayed during their visit to Israel.

It was decided that the books for Pakistan should go to Miss Elmina Lucke, UN Technical Assistance Social Welfare Adviser in Karachi, who arranged for their distribution to the appropriate agencies.

The books for Jordan were addressed to the Ministry of Social Welfare, as it was felt that department would be in the best position to decide where the books should be placed.

Since some funds remained after these books had been dispatched, a small shipment was sent to the new school of social work in Madras, India, which many of the delegates to the International Conference visited during their stay in Madras.

The second year's experience again pointed up that employers and employees like and use the centralized clearing house which USES offers. Further, through advance filing it has acquainted some hundreds of persons with their local public employment service, which can be used year round by social workers. It also acquainted public employment service personnel with the profession of social work.

What Do They Want?

Prepared by Harleigh B. Trecker, Dean
University of Connecticut School of Social Work

As we walked out of the hotel and headed down the Atlantic City boardwalk toward the Convention Hall, my companion remarked, "That was one of the best meetings I have ever attended." He went on to say, "Really, that meeting was worth what it is costing me to attend this conference." We had sat together at the meeting which had been addressed by Professor Henry Steele Commager, of Columbia University, and Dr. Grace L. Coyle, of the School of Applied Social Sciences, at Western Reserve University. I could only agree with my friend, for truly it was an outstanding meeting; everything was perfect. The presiding officer, Miss Violet Tennant, of the University of Indiana, introduced the speakers with graciousness and charm. Both speakers were perfectly prepared and they delivered their papers with unquestioned skill. Their topic, "Emerging Social Values and Their Implications," was of course pertinent to the needs of the hour because the whole question of freedom was weighing heavily on the minds and hearts of the audience.

I have thought about that meeting and about the comment of my friend. For over eighty years, thousands of people have attended the Annual Forums of the National Conference of Social Work. They come from every state, and from other countries as well. For these thousands it seems evident that there is no substitute for this face to face get-together once each year. Certainly the Annual Forum is the high point in the year. For many of us, there is something tremendously thrilling about the opportunity to get together for guidance, for stimulation, and for critical evaluation.

For many years I have participated in the work of the Conference, as an officer, or as a section chairman, as a speaker, as a panel member, and of course, as a listener. I regard the National Conference of Social Work with deep affection. I realize that not every meeting can have the perfection of a Commager-Coyle presentation, yet I think all of us concerned about the Conference need to do some careful considering of the program and the people who come to our conference.

Why do thousands of people come? What do they want? Certainly all would agree that the Annual Forum is set up *for the people who attend*. It is not set up for the people who appear on the platforms of the various meeting rooms. So, let us think about the people who attend the conference. They spend their money to come, and it is expensive. They want something; they deserve the best.

It is true that the Conference Program Committee, the section program committees and the common service committees, as well as the Associate Groups, spend hundreds of hours in making ready for the big week. And then the big week comes. Soon it will be here again, this time in San Francisco. From the opening session on to the closing gavel, the responsibility for the program itself rests upon the speakers, discussion leaders, panel members, presiding officers. I am told that there are some five

hundred people who carry these responsibilities. They are on the stage, they are the ones who have the honor and the privilege and the high duty to make an event both profitable and memorable in the lives of those who sit before them.

Personally, I believe it means a great deal to be chosen to participate on the program of this Annual Forum. I think it is a high honor. I think it is a heavy responsibility. I believe that it demands the very best that the person has to offer. I know from experience that it is a rewarding opportunity and every hour of time invested pays off in satisfaction received.

I must say in all candor, that every now and then, it seems to me, our program meetings are not what they should be. I have seen and heard presentations that were not well prepared, were not well delivered, and were not well received. Fortunately, these situations are in the minority, but even one or two poor meetings may make the entire week's experience highly unsatisfactory to the individual who happens to attend these meetings. So I would say to everyone on the program, no matter what his capacity, think first about the audience who sits in front of you; what do they want?

In my judgment, the people who take the time and pay the price to attend the Annual Forum, come because they want stimulation, they want guidance, they want direction, they want new ideas, they want to learn of experimental approaches, and they want to go away from the conference better equipped to carry on their day-to-day work. Perhaps our Annual Forum is different from other conventions or conferences. It is my observation that our people *do attend meetings!* I have been in many meetings where there was not room enough to handle everyone who was interested. Many of you will remember how empty the exhibit area is during the meeting sessions. People do attend meetings, and do want to learn. They want to get something to take home with them. They want something which will sustain them throughout the year and help them to perform their duties with greater satisfaction.

In thinking about some of the factors to keep in mind when preparing material for the Annual Forum, I would list the following as being most important:

1. Speakers should stick to the topic which has been assigned, and should present subject matter germane to the topic announced in the program. It may seem strange, but more than once, speakers have been given a topic, and they have seemed to talk about everything except the topic.
2. Listeners want thoughtful and carefully developed papers which have a clear beginning, a development of the theme, and a sharply drawn summary. It takes hours to prepare this kind of a paper. Listeners are aware of this, and they can tell when the speaker has not done his homework in advance.

3. The listener wants the speaker to be selective in the material which he chooses. Unhappily, many papers are far too long, they are crowded with extraneous and trivial detail. They run overtime, and as a result, those who follow are short-changed in their time, and discussion is not permitted. A rule of thumb for most speakers would be, "cut out a thousand or so words, and be on the safe side, as far as time goes."
4. Listeners want speakers who have a focus or a central thesis in their papers. They want to have the point stated clearly. They want it to be a challenging point. They want to see the issue clearly stated.
5. To be sure, the listener wants a well presented or well-delivered paper. Not everyone is a polished speaker, but certainly everyone can practice and can read in advance so that he doesn't stumble through a badly written manuscript.
6. On programs where there are discussants, the audience hopes that the discussant will discuss the paper, rather than another paper of his own.
7. When it says there is time for an open discussion, the listeners hope that the bargain will be kept.

The Annual Forum is a delicately planned experience in human communication. A great deal of the responsibility for its success rests upon those who attend meetings. The listener has responsibilities, too. In our country we have many books about, how to make speeches, but I don't believe we have a single one about, how to listen to speeches. It occurs to me that we might take a look at the audience responsibility to make the program a good one. I plead with the audience to get there on time. If people would get there on time, programs would not be so crowded, and there would be time for discussion at the end. If you lose ten or fifteen minutes at the beginning, that time has to come off from the end of the meeting. Then, I would hope that the listeners would stay put, once they get into the meeting room. Climbing in and out, crawling over people, jumping over pocketbooks and notebooks, is not conducive to attentiveness on the part of the group. Of course, I would hope that listeners would really listen, and would thoughtfully evaluate the material which is being presented to them by the speaker. Even though it may seem strange to veteran conference goers, it still is a good idea to take a notebook along and make notes as the speech is given.

All of us can take advantage of the various conference research projects which are constantly underway to help us develop a better program. Last year, the Annual Business meeting of members was devoted to an excellent example of program evaluation. Prior to that, questionnaires have been used in connection with various sessions. Certainly all of us have a responsibility to let our conference officers know when we have ideas for improving the conference experience. A letter to the conference

Analysis of Subject Matter Presented on Annual Forum Programs

We have recently completed, with the assistance of Harold DeRolph, a student from the School of Social Administration at Ohio State University, the first steps in an analysis of the subject matter of the programs of the last five Annual Forums (1949 through 1953). The purposes of the study are: 1. To determine the major subject areas included in the Annual Forum programs; 2. To determine the extent of participation in the programs, i.e.: Who have the speakers been during this five-year period? and Who among the participants have been outstanding in terms of the number of papers presented? 3. To determine the type of treatment of the subjects presented on the programs; 4. To aid in future program planning.

All the papers (2034) given in these years (at General Sessions, Sections, Common Service Committees and Associate Groups) were classified under one of the 66 subject headings used in the *Social Work Yearbook*. It should be pointed out that this was done on the basis of the titles of the papers and without reference to the texts. There has been at least one paper during this period on every subject.

The following topics have been covered in the largest number of papers (in the order indicated):

1. Social Group Work. 2. Social Casework. 3.. Immigrants and Foreign Born. 4. Child Welfare. 5. Education for Social Work. 6. Psychiatric Social Work. 7. Corrections. 8. Research in Social Work. 9. Family Social Work. 10. Community Organization.

An analysis was also made of the speakers who have presented papers at three or more Annual Forums during the five-year period. There are a total of 58 such individuals. With over 2,000 papers delivered, this does not seem excessive.

It appears that by and large the papers during this period dealt predominantly with theory and practice, with papers on philosophy, broad economic and social problems and research findings accounting for a relatively small proportion of the total.

In this connection it has been suggested to the Conference staff that the treatment of subject matter might be used as the basis for scheduling meetings at the Annual Forum. The new proposal is that meetings be classified according to such categories as: inspirational talks, presentations of opinions, descriptions of practice, reviews of research findings, and discussions on theory, and that meetings falling within one category should not be scheduled in competition with one another.

office always gets a prompt acknowledgment, and prompt consideration. Each one of us has an obligation to pass on to the conference leaders our suggestions for program.

Down through the years our Annual Forum has achieved much. In the period which lies ahead, I am sure it will continue to be the cherished meeting ground for all people of good will, devoted to the development of a better community.

How Can We Improve Our Meetings?

Conference Members Offer Suggestions

Conference members who attended the Annual Forum in Atlantic City last May will recall that most of the time at the annual meeting of members was devoted to an informal session at which everyone present was given an opportunity to offer suggestions for improving the content of our sessions.

This part of the meeting was presided over by Melvin A. Glasser, a member-at-large of the Program Committee. Approximately 155 persons were present and they were formed into fourteen buzz groups to consider two questions related to program content. A summary of the suggestions made in response to these questions has been prepared by Mrs. Sophia M. Robison, formerly on the faculty of the New York School of Social Work. Mrs. Robison had worked with the Program Committee in developing plans for the meeting of members as well as for the questionnaire that was distributed at certain of the Atlantic City sessions.

During the last part of the meeting of members, a panel of five persons analyzed the suggestions that had been made and discussed ways and means by which they could be put into effect.

Mrs. Robison's summary of suggestions, which follows, has been turned over to the 1955 Program Committee for their guidance in planning the San Francisco Annual Forum.

Question A considered by seven buzz groups, composed of 70 people, was as follows:

"Based on the content of the General Sessions this year, what single suggestion would you make to strengthen them in the future?"

The replies emphasized:

- (1) The need for more lay participation on the theory that the General Sessions should be concerned with broad problems calling for the understanding of social action for all citizens. A second group, in discussing lay participation, specified concern with how the practitioner can give proper weight to his responsibility in improving social work practice and in interpreting it to the community.
- (2) Among the specific suggestions for topics at the General Sessions were social legislation, responsibility for raising standards and salaries in public social services. These were made by the group chaired by Miss Jane Hoey. In the same vein another group suggested consideration of social workers with their responsibility as citizens and the ways in which the social worker in a government agency can carry out this responsibility.
- (3) One group chaired by Harleigh Trecker suggested a General Session devoted to the teamwork approach to inspire board, staff and community to develop an understanding and support of social welfare. It was suggested that this emphasis was preferable to the recent one on the multi-discipline approach, which

in some way did not appear to the group to carry the emphasis of unity.

- (4) A suggestion that the promotion of human well-being should be presented by a distinguished speaker who as an authority could point up the issues clearly and dramatically.

Seven groups composed of 85 persons were concerned with answering question B:

"Based on the Section and Common Services Committee meetings that you attended this year, i.e., meetings scheduled on Monday, Wednesday and Friday, what emphasis in content should be given particular attention by the Program Committee in planning for next year?"

The suggestions in reply to this question were quite similar to some of those in reply to the first question, i.e. they seemed to be more addressed to topics for General Sessions than for smaller and more specialized meetings. For example: fewer political references and more on basic human needs; inspirational talks on trends or world-wide developments; emphasis on "Philosophy" and need for better communication between lay and professional groups; emphasis on urgent economic and social issues affecting the well-being of individuals; consideration of the effectiveness of services and the problem of interpreting welfare services to the public; and inspiration from great leaders.

The more specific suggestions made in reply to question B were:

- (1) The relation of housing to agency programs, cost accounting and effective methods of social action;
- (2) Concern with health;
- (3) More specific illustrative material

On the question of the arrangements for meetings, the following suggestions were made:

- (1) Avoid the conflict of too many good sessions at one time;
- (2) Allow more time for discussion from the floor;
- (3) Have fewer discussants;
- (4) Have workshop discussion periods.

On the whole, in comparison with the 1953 meeting of members, which was concerned with evaluating the Annual Forum as a whole, these results indicate much less criticism. As a matter of fact, there were two specific comments which mentioned general satisfaction with the meetings. It is of interest that the groups as a whole seemed to be more concerned with lay participation than they were with further elaboration of technique in social work practice.

An analysis of the questionnaires is being prepared by Meriss Cornell, who prepared the analysis of the evaluation of the Cleveland Annual Forum and will appear in the Winter issue of the *Bulletin*.

ICSW Plans to Honor Dr. Rene Sand

The news of the death of Dr. René Sand, founder and Honorary President of the International Conference of Social Work, in August, 1953, was received with widespread sorrow throughout the world and a sense of irreparable loss to the cause of social progress. His whole life was a distinguished record of devoted service to the welfare of his fellow men, not only in his own native land of Belgium, where he was a beloved and admired leader, but also in many other countries. He was an outstanding figure in medicine and social welfare, and his contribution to thought and practice was of decisive importance during the past thirty years.

It was at the 50th Annual Meeting of the N.C.S.W. in 1923 that Dr. Sand, who was at that time Secretary of the League of Red Cross Societies, first proposed the establishment of an International Conference of Social Work. A year later at the Annual Meeting in Toronto he said:

"When the world's forum of social work will have been created, that will mean one more link between the nations, one new army raised against war, one new account opened on the credit of peace. Social work spells understanding, reconciliation, and cooperation among the ranks of the nations."

The next year saw the creation of an Organizing Committee chaired by Dr. Alice Masarykova, culminating in the holding of the first International Conference of Social Work in Paris in 1928.

From that time forward Dr. Sand played a key role in the organization and, in fact, participated actively in the meeting of the Executive Committee held in July 1953 in Brussels, just a few weeks before his death.

After consulting some of Dr. Sand's many friends and associates the officers of the International Conference are making an appeal to all organizations and individuals who knew him and the value of his work to contribute to a Memorial Fund, which will be used to provide a René Sand Prize to be awarded every two years to some individual who has rendered outstanding service in social medicine or social welfare. It is intended that the award shall be presented at each of the biennial meetings of the International Conference, when workers are gathered together from all parts of the world, and when it will be possible to recall his memory in a manner worthy of his great service and example. It is hoped to raise a sum of \$10,000, to be expended over the next ten years.

Conference To Institute Awards

The Executive Committee has decided that annual awards to individuals or organizations having made outstanding and creative contributions to human welfare will be made by the National Conference of Social Work at the time of its annual forum, beginning in 1955. The purpose of the awards, to be known as the National Conference of Social Work Awards, is not only to recognize outstanding achievement but to call attention to the significant social problems of our times, to important research findings that may lead to their prevention, and to the methods developed for their solution.

The awards will be given only when outstanding recipients are available. The Executive Committee of the Conference will be responsible for selecting the recipients, and when indicated, as many as three awards may be given in a year for contributions in administration, practice or research (including research in the basic sciences) and for unusual contributions in advancing social welfare.

The first awards will be granted at the 82nd Annual Forum in San Francisco. The Conference is seeking nominations for the awards. Anyone may submit such nominations, whether a member of N.C.S.W. or not. Recipients need not be members of the social work profession or of the National Conference. All nominations should be sent to the Conference office: 22 West Gay Street, Columbus 15, Ohio, and must be received by February 1, 1955. Special forms to be used in making nominations are available from the Conference office.

Contributions, however large or small, will be gratefully received by the officers of the International Conference and will be most carefully administered by them. They should be sent to the office of the Secretariat: 345 East 46th Street, New York 17, N.Y.

It is hoped that many members of the National Conference of Social Work, believing that the conference or forum has some fundamental values which are just as applicable on a world-wide basis as they are in the United States, will want to participate in an effort to honor this great leader, who received his first inspiration for the International Conference from our National Conference. J. R. H.

NCSW PUBLICATIONS 1954

Available soon

Social Welfare Forum — 1954	\$5.00 (free to regular members)
Casework — 1954	about \$2.00 (10% discount to regular members)
Group Work & Community Organization — 1954	\$2.25 (10% discount to regular members)
Administration, Supervision & Consultation	about \$1.50 (10% discount to regular members)
Still available	
Social Security — 195350 (Special price)
Proceedings N. O. Institute	1.00
(Methods of Social Action)	

